



## **Sustainable Food Policy Board APPROVED**

## **MARCH MEETING MINUTES Monday, March 22, 2009**

The Sustainable Food Policy Board (SFPB) convened on Monday, March 22, 2010 at City Hall in Conference Room 2017, 301 W. Second Street, Austin, Texas

Chair Marla Camp called the meeting to order at 12:34.PM.

### **Board Members in Attendance:**

|                          |                 |                      |
|--------------------------|-----------------|----------------------|
| Marla Camp, Chair        | David Davenport | Michele Murphy-Smith |
| Melanie McAfee, Co-Chair | Max Elliott     | Richard Pierce       |
| Brandi Clark             | Katie Kraemer   | Ellen Sweets         |
| Arthur D'Andrea          | Paula McDermott |                      |

### **Absent Board Members:**

|                |                |
|----------------|----------------|
| Allison Beadle | Ronda Rutledge |
|----------------|----------------|

### **Staff in Attendance:**

|                        |                                 |
|------------------------|---------------------------------|
| Vince Cobalis, HHSD    | Byron Johnson, FASD, Purchasing |
| Linda Terry, HHSD      | Sherri Fleming, TCHHS/VS        |
| Juanita Jackson, HHSD  | Ana Amaguel, TCHHS/VS           |
| Andy Moore, Council    | David Salazar, TCHHS/VS         |
| Margaret Russell, PARD |                                 |

### **1. CITIZENS COMMUNICATION:**

None

### **2. APPROVAL OF FEBRUARY 22, 2010 MINUTES**

The minutes for the regular meeting of February 22, 2010 were approved with the following amendments on Board Member Arthur D'Andrea's motion, Board Member Katie Kraemer second on a 9-0-2 vote. Board Members Ellen Sweets and David Davenport abstained because they were absent from the meeting. The amendments were to change the word conversation to conservation and the word someone to name Committee members Katie Kraemer and Max Elliott are preparing a draft of the eligibility requirements for the irrigation tap fees waiver for the full board's approval.

### **3. APPROVE AMENDED BYLAWS TO COMPLY WITH CITY CODE ORDINANCE**

The motion to approving the board's amended bylaws was made Board Member Katie Kraemer's motion, Board Member Paula McDermott second on 11-0-0 vote.

#### **4. DISCUSS AND TAKE APPROPRIATE ACTION**

##### **A. Status update on City Departmental Working Group in response to City Council Community Garden Resolution 20091119-065, Margaret Russell.**

Margaret Russell reported to board that the working group has identified potential properties through initial screening for vetted - 5 plots at Austin Energy, 23 at PARD, 70 at Watershed Protection for Community Garden; CTM is creating an interactive map of new community garden sites, design criteria has been received from the different departments, recommended ordinances and codes changes will be considered and land use codes to be considered. The working group has requested representatives from the board to attend meetings, Parks Department presenting on Festival Beach on community garden before the Parks Board. The working group has recommended a full time employee. Chair Marla Camp identified Board Members Paula McDermott, Melanie McAfee, Ronda Rutledge and Arthur D'Andrea to work with the working group. No action taken

##### **B. Statement from the Sustainable Food Policy Board to the Austin/Travis County Health and Human Services Department regarding definition of a farmers market as a temporary event.**

Assistant Director Shannon Jones presented an overview of the department's perspective of farmers markets as a temporary event and discussed the development of a sampling permit. Chair Marla Camp provided and read a draft statement of why a farmers market should be considered a special event at the request of Assistant Director Shannon Jones at the Food Production and Business Committee meeting. A motion was made by Board Member Richard Pierce that the Sustainable Food Policy Board issues a resolution supporting staff efforts to take forward the food sampling permit and encourage staff to continue their work on the temporary permits process for farmer's markets. Vote 9-0-2 Board Members Max Elliott and Katie Kraemer abstain due to conflict.

##### **C. Recommended budget proposals to City and County**

Board Member Paula McDermott discussed the possibility of a local and sustainable food procurement policy for City and Travis County.

#### **5. MEETING IN A BOX – PROVIDE INPUT TO THE IMAGINE AUSTIN COMPREHENSIVE PLAN COMMITTEE SUBMITTED BEFORE MARCH 31, 2010**

Board members participated in gather information and providing input to the Imagine Austin's Comprehensive Plan. No action taken.

#### **6. ANNOUNCEMENTS AND APPOINTMENTS**

##### **A. Assign representative to the Healthy Food Advisory Commission Meeting (State of Texas) on April 6, 2010**

Chair Marla Camp appointed Board Member Ronda Rutledge to represent Sustainable Food Policy Board to the Health Food Advisory Commission meeting. Board was asked to provide feedback to Board Member Ronda Rutledge before the meeting on the issues of Food Access in underserved communities. No action taken.

**B. Committee Chair Ronda Rutledge to assign a member of the Access & Wellness Committee to finalize recommendation on drafting job descriptions for interns that would be made available to schools, City and Travis County Departments, and others.**

Chair Marla Camp announced that Board Member Ronda Rutledge will appoint a Committee to work on drafting a job description for internships. No action taken

**C. Announce the formation of SFPB Communication Working Group:**

Chair Marla Camp announced that Board Members Allison Beadle, Paula McDermott and Brandi Clark have been assigned to work with the City of Austin Corporate Public Information Office to discuss Boards and Commission policy on use of electronic media.

**7. DISCUSS AND SCHEDULE FUTURE AGENDA ITEMS FOR SUSTAINABLE FOOD POLICY BOARD**

- A. Discuss a motion for the Sustainable Food Policy Board to recommend a local procurement policy for City and County venues.
- B. Election of officers – July 26, 2010
- C. Discussion on Community Garden Resolution

**ADJOURNMENT** – The meeting adjourned at 2:45pm.